

**MINUTES
CHARLESTOWN PLANNING BOARD
FEBRUARY 21, 2017**

Members Present: Robert Frizzell (Chair); Sharon Francis (Vice-Chair); Thomas Cobb (Ex-Officio – late); Richard Lincourt, Doug Neill, Rose Smith-Hull

Alternates Present: Patricia Chaffee, James Jenkins, Duane Wetherby

Staff Present: David Edkins – Planning & Zoning Administrator

CALL TO ORDER & SEATING OF ALTERNATES: Mr. Frizzell called the meeting to order at 7:00 PM. Due to the absence of Mr. Bruno, alternate member, Duane Wetherby, was asked to sit on the Board. Mr. Cobb is expected to be late as he is attending another Town meeting however an alternate member cannot sit in his place. Mr. Frizzell advised that meetings are recorded and asked that anyone wishing to speak identify themselves for the record.

APPROVAL OF MINUTES OF JANUARY 3, 2017 and JANUARY 21, 2017:

Mrs. Smith-Hull moved to approve the Minutes of the January 3, 2017, Planning Board meeting, as presented. Mr. Lincourt seconded the motion. Mrs. Francis felt on page 2, under Springfield Medical Care Systems, fourth line, the sentence “Mr. Edkins sent out a copy of the landscaping plan that was originally approved in the PB packets” to “Mr. Edkins sent out a copy of the landscaping plan that was a part of the Site Plan originally approved by the PB.” With five members in favor, the Minutes were approved as amended. Mr. Wetherby abstained from the vote as he was not present at this meeting.

Mrs. Smith-Hull moved to approve the Minutes of the January 21, 2017, Site Visit to the Healthcare Facility. Mrs. Francis seconded the motion. Mr. Edkins was not sure he got everybody to sign in on the sheet. Ms. Chaffee advised Mr. Cobb was present. With four members in favor, the Minutes were approved.

NORMAN & STEPHANIE FRANCO and MARY A. WRIGHT – Boundary Adjustment between Existing Lots – 970 & 1024 Old Cheshire Turnpike – Map 255, Lots 42 and 40 – Zone E (Mixed Use): Mr. Edkins advised that Mr. and Mrs. Franco and Mrs. Wright have agreed to adjust the boundary line between their respective properties. Mr. and Mrs. Franco were present. Mr. and Mrs. Franco would be acquiring approximately two acres from Mrs. Wright. Parcel “A” (Franco) would increase from 0.776 acres to 2.774 acres and Parcel “B” (Wright) would decrease from 5.113 acres to 3.105 acres. Both lots comply with the Town’s requirements. Mr. Frizzell pointed out that it is the same number of lots. Mr. Edkins had no inquiries from any of the abutters who were notified by certified mail. Mrs. Nancy Houghton, an abutter, was present and is in favor of this boundary adjustment.

Mrs. Francis moved to accept this Boundary Adjustment application between Norman & Stephanie Franco and Mary Wright as complete. Mrs. Smith-Hull seconded the motion. With six members in favor, the motion was approved.

Mrs. Francis moved to grant final approval for the Boundary Adjustment between Norman & Stephanie Franco and Mary Wright as presented. Mr. Neill seconded the motion. With six members in favor, the motion was approved.

SPRINGFIELD MEDICAL CARE SYSTEMS, INC. – 8,300 Sq. Ft. Healthcare Facility (Compliance Review cont'd) – CEDA Road – Map 105, Lots 29 & 29.1 – Zones F1 (Business/Industrial) and E (Mixed Use): Mr. Edkins pointed out the reason for the Site Visit on January 21, 2017, was concern that the property had been cleared to a greater extent than shown on the original plan. He had a copy of the approved plan. Mr. Mark Blanchard, representative of the Springfield Medical Care Systems (SMCS), was present. Mr. Wetherby goes by this property almost every day and saw trees coming down and walls going up without a permit. Ms. Chaffee advised they have a Building Permit; they applied for it almost on the first day after PB approval. Mr. Edkins noted the only condition attached to that plan was the applicant had to obtain the Wetlands Permit for the extension of the culvert at the driveway entrance. Ms. Chaffee advised SMCS had filed an Intent to Cut; it specifies the volume of timber to be cut. In the notes on the drawing it indicates the area to be cut is 107,000 square feet. They only intended to cut what they needed to. Note 7 was put on the plan by a staff engineer; Mr. Blanchard would not have approved that, it was an oversight on his part. Mr. Edkins noted in addition to the number it also shows a tree line after it is cleared but it appears they cut beyond that. Mr. Blanchard said that is a State of NH number for disturbed surface; it has to stay under 100,000 square feet. They were always tracking that number; he thinks they were at 95,000 square feet. Mr. Wetherby feels someone should be hired to oversee these projects. Mrs. Francis said one thing that may not have registered with Mr. Blanchard is the PB approves a Site Plan; if changes are required it needs to be brought back to the PB for discussion. Mrs. Francis referenced the PB Minutes of October 4, 2016, with reference to the trees. Mr. Blanchard said the statement made at that meeting was true and there still are a lot of trees on the property; both deciduous and softwood. Mr. Frizzell pointed out the PB members promised the abutters they would have a buffer; therefore this applicant has to replace some trees so there is a buffer. Mrs. Francis said there were enough trees in there for it to appear to be a forest. Mr. Blanchard replied there is distance between the facility and abutters; in two years the abutters will not be able to see the facility in the summer. The trees will grow back quickly. Mr. Neill noted they were not going to shut down the snowmobile trail. Mr. Frizzell said the trail should be put back where it was. Mr. Lincourt referenced the September 2, 2016, PB Minutes when Mr. Blanchard said there would be a wooded buffer except for a few trees. Mr. Blanchard responded it was to keep a tree line across the northern side of the property and stay out of the ravine which they did; there is a row of trees along that edge. Mr. Blanchard knew about the snow mobile trail and they can move it back to where it was; it was moved for this winter.

Mrs. Francis moved that the PB require the Springfield Medical Care Systems to re-establish the forest in the area they had been shown in the approved Site Plan, adding vegetation not just around the building using especially hemlocks which grow quickly and provide good screening and other trees as the landscape architect

would recommend. This plan will be brought back to the PB to be reviewed with Mr. Blanchard with a plan explaining what needs to be done. There were no seconds.

Mr. Blanchard feels they need to give this at least one summer. The harvest happened in the fall. Mr. Frizzell noted a landscape architect can tell what is going to grow back. Mrs. Francis advised this includes the area between the building and the Route 12 right-of-way. Mr. Edkins spoke to Mr. Nadeau, abutter, after the cutting and it was not a complaint but he is resigned to what happened. Mr. Edkins knew the State Department of Transportation has taken notice of the clearing along Route 12 and the applicant will probably be hearing from them as the DOT is concerned they encroached into the State right-of-way. The State did some surveying and brought in a landscape expert to look at the situation.

Mr. Edkins summarized Mrs. Francis' motion as follows:

Mrs. Francis moved that the applicant provide a plan to re-establish the forest shown on the original Site Plan and to provide a plan by a landscape architect that will use primarily hemlock trees to provide rapid screening. Mr. Lincourt amended the motion that the landscape architect prepare a plan no later than July 18, 2017, and to let him decide on the most advantageous types of vegetation and that the Board not specify tree types. Further to have the snow mobile trail moved back to its original location on the north side of the parking lot. Mrs. Francis accepted the amendment. Mrs. Smith-Hull seconded the motion as amended. With six members in favor, the motion was approved as amended.

CHESTNUT HILL VILLAGE – Preliminary Consultation – Two (2) Lot Subdivision – 31 Chestnut Hill Road – Map 210, Lot 24 – Zone E (Mixed Use): Mr. Edkins advised this is the Chestnut Hill Village subdivision off Chestnut Hill Road and River Road; it was created from the former St. Pierre Sand and Gravel property. In 2008 the PB approved Phase I. A plan was prepared for Phase II but it never got final approval from this PB. The Phase II property is 21 acres. Mr. St. Pierre would like to subdivide a 1.07 acre lot where the former St. Pierre shop was and re-develop the shop as a residence. (*Tom Cobb came into the meeting.*) The property has Town water. There was a consensus of the PB members that there were no objections to this subdivision.

PLANNING & POLICY ISSUES:

Term of Office: Mr. Frizzell apologized that the expiration date for signing up to run again for the Planning Board just got by him. If members will write him in for the position he did intend to run for office again.

Wetlands Permit: Mr. Edkins advised they now have the Wetlands Permit for the culvert extension that was submitted to the Department of Environmental Services for the Springfield Medical Care Systems. The Conservation Commission intends to send a letter to the DES that they looked at the permit and had no objections to it during their meeting last night.

FEMA: Mr. Edkins received a letter from FEMA advising they are going to do a mapping assessment and planning project regarding flood plains. On Thursday, March 9th there will be

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two meetings; one in Swanzey at 10:00 AM and a second one in Claremont at 2:00 PM. The 2006 maps were inaccurate in some places. They feel they need to go back and look at all that mapping. We discovered discrepancies when the Flood Plain maps were overlaid on the Tax Maps. A lot of corrections need to be made. Mr. Edkins plans on attending the meeting in Claremont.

Keady Building: A PB member asked Mr. Cobb if he had any new news on the lights in back of the Keady building at night. Mr. Edkins was told it had been taken care of but Mr. Cobb walked down the street, took a picture of them at 10:00 PM and it seems worse. Mr. Edkins confirmed the Town can take care of the lighting problem and possibly the dumpster. Mr. Edkins will check the Deed relative to Mr. Hugg's 8-foot right-of-way. Ms. Chaffee and he will work on the issues brought up at this meeting.

Violations: Two other possible violations were brought up. Mr. Edkins and/or Ms. Chaffee are in the process of taking care of those.

ADMINISTRATION & CORRESPONDENCE:

Charlestown Culvert Youth Experience: Mr. Edkins enclosed a copy of the notice received from the Charlestown Culvert Youth Experience and Trout in the Classroom programs. The Middle and Primary students did a study of many Charlestown culverts with information provided by Mr. Keith Weed. This project was presented all over the State. Mr. Edkins would encourage everyone to attend the demonstration and hands-on exhibits on February 28, 2017, from 6-8 PM at the Charlestown Primary School.

OTHER BUSINESS:

Rotary: Mr. St. Pierre invited everyone to attend the Rotary's "Meet the Candidates Night" which will be tomorrow night at 6:30 PM.

ADJOURNMENT:

There being no other business, Mrs. Smith-Hull moved to adjourn this meeting. Mr. Lincourt seconded the motion. With seven members in favor, the meeting was adjourned at 8:24 PM.

Respectfully submitted,
Regina Borden, Recording Secretary

Minutes Filed: March 2, 2017

(**Note:** These are unapproved Minutes. Any corrections will be found in the Minutes of the March 21, 2017, Planning Board meeting.)